



# City of Burlington

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**HISTORIC PRESERVATION COMMISSION  
MEETING MINUTES  
THURSDAY, OCTOBER 25, 2007 AT 6:30 P.M.**

**Chairman Tom Stelling called the meeting to order at 6:30 P.M.**

**Roll Call:** Present: Commissioners Bob Henney, Judy Stone, Joel Weis and Chairman Tom Stelling. Also present: Chris Schanz of RCEDC. Excused: Commissioners Joe Busch and Kent Strong. Maria Veronico-Ventura to arrive late.

**Citizen Comments:** Judith Schulz was present and stated Apple Harvest Day was a wonderful success and that there would be plans to have it again next year.

**Approval of September 27, 2007 Meeting Minutes:** Chairman Stelling entertained a motion for approval of the September 27, 2007 Minutes with the following change: Page 3, Motion made by Commissioner Henney. Motion to approve with change noted made by Commissioner Henney. Seconded by Commissioner Stone. All voted aye, motion carried.

## **Sign Permit Application**

### **Cellular City/Patrick Ramsdell, 400 N. Pine Street, Burlington, WI 53105**

No representative was present and Chairman Stelling stated to move the item for discussion to the next of the meeting to allow others to proceed.

## **Certificate of Appropriateness Application**

### **Façade Improvement Grant Application**

#### **John Puntillo / John's Main Event, 556 and 560 N. Pine Street, Burlington, WI 53105**

Mr. John Puntillo came before the HPC to present his Certificate of Appropriateness Application. There was much discussion regarding various aspects of his proposed project.

Mr. Puntillo was requesting to replace the existing awning with one in forest green and white lettering, with his logo. He also requested removal of existing windows and exterior material, reinstall flush double pane low-e glass windows, install new front door (commercial grade door) in bronze, refinish existing steel columns and brick, and he discussed replacing the wood with cement board. The Commissioners were in agreement that they would prefer wood replacement as the cement board does not look historically appropriate and cement board used on previously projects was not done correctly.

Commissioner Henney motioned to recommend approval to the Common Council the approval of the Certificate of Appropriateness Application to John Puntillo for his project located at 556 and 560 N. Pine Street to allow replacement of existing awning in forest green with white lettering, removal of existing windows and replace with double pane low e-glass, reinstall wood panels, not cement board, install new commercial grade front door, with swing to be determined. Seconded by Commissioner Stone. All voted aye, motion carried.

The Commissioners also discussed lighting, and stated Mr. Puntillo could come back before HPC once he determined lighting type, and if necessary a Response Team Visit could be arranged should Mr. Puntillo require guidance at anytime during his project.

### **Façade Improvement Grant Application**

#### **John Puntillo / John's Main Event, 556 and 560 N. Pine Street, Burlington, WI 53105**

Mr. Puntillo's Façade Improvement Grant Application for his project presented an estimated total of \$12,025.65. The Commissioners discussed the probability of the total amount may actually be higher, but the maximum allowable being \$5,000.00. The Commissioners agreed recommending approval would save Mr. Puntillo's place in line for funds once his project is completed.

Chairman Stelling entertained a motion to recommend approval. Motion made By Commissioner Henney recommending approval by the Common Council to John Puntillo for his project located at 556 and 560 N. Pine Street in the not to exceed amount of \$5,000.00, once all final invoices and lien waivers are submitted. Seconded by Commissioner Weis. Roll Call Vote: Ayes: Commissioners Henney, Stone, Weis, and Chairman Stelling. All voted aye, motion carried.

### **Certificate of Appropriateness Application**

#### **Mark J. Morien / Burlington City Hall, 300 N. Pine Street, Burlington, WI 53105**

Bridget Lois, City of Burlington Budget Officer/Treasurer came before the HPC to request removal of two existing wall mounted air conditioning units from City Hall since both units are inoperable and causing internal damage due to water leaking into the building. The request was also to brick up the holes with brick similar to those used to cover the second story windows.

After some discussion, Chairman Stelling entertained a motion for approval. Commissioner Weis motioned to recommend to the Common Council approval to City Hall allowing bricking up the existing openings from the air conditioning units. Seconded by Commissioner Henney. All voted aye, motion carried.

Judith Schulz stated she felt the City should set an example in the HPC District and not be allowed to close up openings and not have to put them back to being historically appropriate as any other person would be required to do.

Maria Veronico-Ventura arrived at 7:00 P.M.

### **Sign Permit Application**

#### **Shelly Leverenz/Burlington Menswear, 113 E. Chestnut Street, Burlington, WI 53105**

Jan Ludtke from the Chamber Office was present for the sign permit application of Shelly Leverenz of Burlington Menswear at 113 E. Chestnut Street. The Sign Permit Application was for the placement of two signs of one each for Burlington Menswear and Burlington Chamber of Commerce. Jan Ludtke stated the Chamber sign was that of the Chamber's logo, and both signs would be placed on the existing racket and hung below. A picture rendering was provided. After some discussion, Chairman Stelling entertained a motion for approval. Commissioner Weis motioned to recommend approval to the Common Council the Sign Permit Application for Shelly Leverenz, Burlington Menswear located at 113 E.Chestnut Street as presented. Seconded by Commissioner Henney. No further discussion, all voted aye, motion carried.

### **Sign Permit Application**

#### **Cellular City/Patrick Ramsdell, 400 N. Pine Street, Burlington, WI 53105**

Kimberly Yarborough representing Cellular City arrived at 7:02 P.M. Her presentation of the Sign Permit Application for Cellular City consisted of a non-illuminated 20' wood plaque type sign, with the company logo. Ms. Yarborough also indicated the hole behind the sign would be patched and painted in the original color. After some discussion, Chairman Stelling entertained a motion to recommend approval to the Common Council. Motion to recommend approval as presented made by Commissioner Weis. Seconded by Commissioner Stone. All voted ayes, motion carried.

## 9. Discussion of Current Projects and Response Team Updates

<i>Applicant/Business</i>	<i>Address</i>	<i>Project</i>	<i>Date Approved</i>
Paul Zarek/Zarek Insurance	124 E. Chestnut Street	Sign permit was approved as presented	9/27/07
Trent Harris/Welder's Supply	516 Mill Street	Sign permit was approved as presented	9/27/07
Dale Bruesewitz/Burlington Floral	140 W. Chestnut Street	Installing and painting wood panels below the storefront. Installing and painting molding around the wood panels. Color is Peace Yellow	9/27/07
Dale Bruesewitz/Chocolate City Travel	100-108 W. Chestnut Street	Painting the façade of the building. Siding will be Downing Slate; Bottom Stucco will be Renwick Beige; Shutters and Trim will be Rockwood Clay	9/27/07
John Hobbs/Offices <i>Chris Schanz of RCEDC stated he has been provided a picture of the door and costs associated. Chairman Stelling will check out.</i>	340 N. Pine Street	Strip paint from door; complete repairs to the door; stain and finish the door to match existing doors; install new brass kick plate; reuse all existing hardware	7/26/07
Jennifer Bero/Beijing Gardens Restaurant <i>Chairman Stelling has spoken briefly to Ms. Bero, who indicated she was changing brick masons.</i>	464 – 468 N. Pine Street	Various façade improvements *Removing vertical siding and replacing with cement board horizontal lap siding; removing second floor windows and installing 3 new double-hung windows; restoring and repairing the sills on the third floor windows; restoring and repainting cornices on second and third floors. The suggested paint colors are from the Historic Preservation palette.	6/28/07
Mark Hammes/Hammes' Eastside Emporium	160 E. Chestnut Street	Siding to be painted Roycraft Copper Red. Trim to be painted Birdseye Maple. Projecting sign was approved contingent on moving the apostrophe to after the name.	6/28/07
Christopher Haase/Sacred Image Tattoo	241 E. Chestnut Street	Sign permit was approved as presented in the photo as a wall sign on the building.	6/28/07
Kathryn Martell	173 E. Chestnut Street	Substantial Façade Improvements to be made. Window, door and bulkhead replacement. Windows and trim on 1 <sup>st</sup> -, 2 <sup>nd</sup> -, and 3 <sup>rd</sup> - floors to be painted Renwick Olive. Remaining trim and bulkheads to be painted Downing Sand.	6/28/07
Dave Berlin	120 W. Chestnut Street	Various façade improvements *completed elevation with colors noted & partial floorplan to be submitted to Building Inspector for review of Code conformity.	3/23/06
Dale Bruesewitz	140 W. Chestnut Street	Cleaning, priming and a sample paint color on the awning to allow a Response Team Visit to determine appropriate color details of the metal awning and wood trim for final recommendation	7/27/06
Ralph Zumpano/Zumpano's Pizza	180 E. Chestnut Street.	Painting of the upper trim on eave Bungalow Gray.	9/28/06
Barbara Stahl/Pine Street Curiosities	557 N. Pine Street	Removal of wood overhang from the front façade to expose the brick and crackled/frosted glass copper framed windows beneath the wood.	10/26/06
Gayle Falk/Burlington Public Library	160 E. Chestnut Street	Request to repair or replace rotting roof railings and spindles with exact or similar polyurethane replicas in identical colors to match current trim.	1/25/07 & 2/22/07
Greg & Judy Lemieux / Chocolate Expressions	256 E. Chestnut Street	Installation of railing on front step as presented in color bronze.	2/22/07
Barbara Stahl/Pine Street Curiosities	557 N. Pine Street	1) Installation of awning in Mahogany with scallops and door to be painted Aurora Brown; 2) Approval of Sherwin Williams Downing Sand and Aurora Brown in a combination at owners discretion where color are placed on	5/24/07

		window trim and doors; 3) Transom glass to be replaced with glass if possible. If not, must return to HPC for further consideration.	
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**Review of Grant Funding Status.**

To date there has been \$15,773.53 approved project funding by the HPC Commissioner for Façade Grant #3. \$722.42 of the approved funding has been distributed to a completed project, leaving a balance of \$29,277.58.

**Questions and Comments concerning potential/future projects.**

The Commissioners discussed the November HPC meeting, which would fall on Thanksgiving. The Commissioners all indicated that the meeting should be scheduled for November 29, 2007. Chairman Stelling indicated the meeting could be cancelled if there was nothing scheduled at that time. December meeting to be scheduled for the regular December date.

**Adjournment**

**There being no further items for discussion, Chairman Stelling entertained a motion to adjourn. Motion made by Commissioner Henney. Seconded by Commissioner Weis. All voted aye and Chairman Stelling adjourned the meeting at 7:15 P.M.**

**Minutes respectfully submitted by:**

**Deb Rintamaki  
 Department of Public Works**